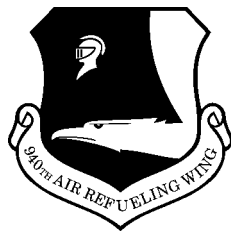


**6 December 1996**

**Personnel**

**DEPLOYMENT TRAINING PROGRAM**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFRPD 36-22, *Air Force Military Training*. It establishes a deployment training requirement for all 940 ARW organization with a deployment commitment. It outlines the responsibilities of functional managers and requirements, which must be met, for deployment training.

**SUMMARY OF REVISIONS**

This revision adds the responsibility of planning deployment exercises with host base (paragraph 2.2..2) and adds the responsibility for squadron commander to appoint Hazardous Cargo Certifiers (paragraph 3.3.6). A (I) indicates revisions from the previous edition.

**1. References:**

- 1.1. AFI 10-403, *USAF Mobility Planning*.
- 1.2. AFMAN 24-204 (formerly AFR 71-4), *Preparing Hazardous Materials for Military Air Shipments*.
- 1.3. McClellan AFB Deployment Plan.

**2. Responsibilities:**

- 2.1. The host base Installation Deployment Officer (IDO) has the responsibility for the overall direction/surveillance of the base deployment program in accordance with AFI 10-403.
- 2.2. The Wing Logistics Plans office (940 ARW/XPL) will monitor the deployment training program of the wing. The Wing Deployment Officer/NCOIC is responsible for:
  - 2.2.1. Attending the host base deployment meetings and training classes as required.

2.2.2. Planning and scheduling deployment exercises with host base to develop and maintain proficiency for deployment.

2.2.3. Conducting (as a minimum) quarterly training meetings for unit deployment managers (UDM).

2.2.4. Ensuring squadron commanders and unit deployment managers are briefed and trained in appropriate aspects of deployments to include:

2.2.4.1. Unit Type Codes (UTCs) for their unit.

2.2.4.2. Mobility Requirement Resource Roster (MRRR), Deployment Manning Document (DMD), COMPES, and packing and load lists for equipment.

2.2.4.3. War Support Plans.

2.2.5. In addition to the above, UDMs must be trained and highly knowledgeable concerning the following:

2.2.5.1. MAFB Deployment Plan.

2.2.5.2. Unit Recall Procedures (940 Mobilization/Recall Plan 10-402).

### **3. Training Request/Records:**

3.1. Units will ensure training requirements of McClellan AFB Deployment Plan are complied with by submitting an AF Form 2426, Training Request and Completion Notification, for deployment training requirements to XPL. XPL will consolidate unit requests and schedule training when sufficient requests are received. The course instructor will certify completion of the AF Form 2426 and forward the document to the 940 ARW/SPL.

3.2. The units will annotate AF Form 1098, Special Task Certification and Recurring Training, for completed deployment training. The AF Form 1098 will be maintained in the unit. Units using an automated training management system are exempt from this requirement as long as training is documented, AF Form 2426 is on file, and a current copy of the automated product is filed in the unit mobility work center. The wing XPL office for program monitoring will maintain a copy of each AF Form 2426 reflecting completion of deployment training (attachment 1).

3.3. Each squadron commander is responsible for ensuring required letters of appointment are current and on file (once individuals are trained) in XPL for the following deployment duties:

3.3.1. Weapon/Munitions Couriers.

3.3.2. Cargo Managers.

3.3.3. Classified Couriers (if required).

3.3.4. Deployment Equipment Custodians.

3.3.5. Pallet team members.

| 3.3.6. Hazardous Cargo Certifiers.

BETTY L. MULLIS, Colonel, USAFR  
Commander

**Attachment 1****DEPLOYMENT TRAINING COURSE LIST**

<b>COURSE TITLE</b>	<b>TRAINING CONDUCTED BY</b>
1. Hazardous Cargo Certification/Preparation	77 ABW/LGTR
2. Cargo Preparation/Marking	77 ABW/LGTR, 940 ARW/XPL, and 349 ALCF
3. Pallet Build Up	77 ABW/LGTR, 940 ARW/XPL, and 349 ALCF
4. COMPES Products use and Squadron/	77 ABW/XPI and 940 ARW/XPL
5. Unit Deployment Manager	77 ABW and 940 ARW/XPL
6. Deployment Equipment Custodian Training	77 ABW/LGS
7. Cargo Courier	77 ABW/LGTR